CARLTON TRAIL REGIONAL COLLEGE

ANNUAL REPORT

2011-2012

Humboldt
611- 17th Street
Box 720 S0K 2A0
Phone: 682-2623
Fax: 682-3101
E-mail:humboldt@ctrc.sk.ca

Southey
280 Burns Avenue
Box 160 S0G 4P0
Phone: 726-5885
Fax: 726-2993
E-mail: southey@ctrc.sk.ca

Watrous
108-6th Avenue East
Box 459 S0K 4T0
Phone: 946-2094
Fax: 946-2367
E-mail:watrous@ctrc.sk.ca

Wynyard
400 Avenue D West
Box 716 S0A 4T0
Phone: 554-3767
Fax: 554-3205
E-mail:wynyard@ctrc.sk.ca

www.ctrc.sk.ca
Toll Free: 1-800-667-2623

TABLE OF CONTENTS

Letter of Transmittal 4

The College:
Vision Statement 5
Mission Statement 5
Mandate 5
2012 Strategic Plan Goals 6
Board of Trustees Report 8
Chief Executive Officer Report 9

Human Resources:
College Personnel 10

Programs:
Programs and Services Summary 12
Programming Activity 12
Performance Measures 13
Equity Participation 15
Student Success 17

Program Offerings by Region 18
Enrolment by Program Category 19
Skills Training Programs: Institute Credit 24
Industry Credit 25
Business, Industry & Community 26
Adult Basic Education 27
Student Services 29
International Involvement 29
University Programs 30
SK CAP/YI 30

Definitions 31

Financial Report:
Revenue Analysis 2007 – 2012 35
Expenditure Analysis 2007 – 2012 36
Statement of Management Responsibility 37
Auditor's Report 38
Statement of Financial Position 39
Statement of Operations 40
Statement of Changes in Net Assets 41
Statement of Cash Flow 42
Notes to the Financial Statements 43
Schedule of Operating Fund Revenues by Function 49
Schedule of Operating Fund Expenses by Function 50
Schedule of Operating Expenses 51

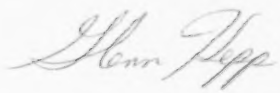
November 16, 2012

Honourable Don Morgan
Minister of Advanced Education
Room 208
Legislative Building
Regina, Saskatchewan S4S 0B3

Dear Minister Morgan:

I have the honour to submit herewith the Annual Report of Carlton Trail Regional College for the fiscal year ended June 30, 2012, including duly certified financial statements of Regional College operations, all in accordance with Section 16 of the Regional Colleges Act and Section 14 of the Regional College Regulations.

Respectfully submitted,



Glenn Hepp, Chair
Board of Trustees
Carlton Trail Regional College

VISION STATEMENT

Carlton Trail Regional College will create greater opportunities through the power of learning

MISSION STATEMENT

To identify and provide quality education, training and career services to enhance personal and community development

MANDATE

Carlton Trail Regional College is a provincial institution established under Saskatchewan's *Regional Colleges Act*, which was proclaimed on January 1, 1988. The College succeeded Carlton Trail Community College, which was previously established under Saskatchewan's *Community Colleges Act* of 1973.

Section 5 of the *Regional Colleges Act* delineates that programming which a Regional College may offer:

1. university and technical institute courses provided by way of a contract between the college and a university or technical institute;
2. training programs that prepare individuals for a career or provide education with respect to health or social issues;
3. training programs paid wholly or partly by private business, non-profit groups or government agencies;
4. career services;
5. adult basic education, literacy and upgrading programs;
6. any other educational activities that the Lieutenant Governor in Council may prescribe in the regulations.

A new Regulation enacted on July 3, 1997 enabled regional colleges:

1. to provide employment services, programs and activities associated with career, educational and training services, programs and activities pursuant to agreements with the Minister of Post-Secondary Education and Skills training or the New Careers Corporation; and
2. to determine student eligibility for, and to administer the Provincial Training Allowance.

VALUES

The Board has adopted the following set of values to guide its work and deliberations:

- respect, trust and fairness
- integrity and honesty
- professionalism
- confidentiality
- commitment and responsibility
- open and full communications
- teamwork
- caring atmosphere/attitude

2012 STRATEGIC PLAN

GOAL ONE — **TO PROVIDE LEADERSHIP TO BUSINESS, INDUSTRY, AND THE COMMUNITY IN THE IDENTIFICATION AND PROVISION OF TRAINING TO ACHIEVE ENHANCED ECONOMIC GROWTH OF THE REGION**

Objective 1.1 To conduct a needs assessment and subsequent response to the identified needs of business and industry, through the following audiences:

- potash industry
- health industry
- service industry
- manufacturing sector
- agriculture-value sector
- construction sector

Objective 1.2 To develop and implement a process to ensure ongoing engagement with various communities (articulating and formalizing stakeholder engagement opportunities in order to gather information for a regional needs assessment and for setting future strategic direction), involving:

- board level community luncheons
- presentations to Humboldt and District Chamber of Commerce, and other similarly-intended organizations
- various community meetings across the region

Objective 1.3 To contribute to regional and local economic development activities that enhances accessibility to learning, including, but not limited to:

- various daycare projects
- Habitat for Humanity in the City of Humboldt
- staff participation on local boards when appropriate

GOAL TWO — **TO INCREASE THE PARTICIPATION OF FIRST NATIONS AND METIS PEOPLE IN EDUCATION, TRAINING, AND THE WORKFORCE**

Objective 2.1 To develop a sustainable program plan in collaboration with First Nations and Métis organizations, to ensure a skilled workforce, by:

- identifying opportunities and submitting proposals for Adult Basic Education and skills-training programming
- seeking provincial and federal funding opportunities that target First Nations and Métis training

Objective 2.2 To increase participation rates by 20% and target success rates of 75% for First Nations and Métis students, through:

- providing relevant programming
- ensuring appropriate supports (i.e., intake and assessment, ongoing support, counselling) are in place
- engaging First Nations and Métis organizations to build trained workforces

GOAL THREE — **TO ENSURE ORGANIZATIONAL SUSTAINABILITY THROUGH LEADERSHIP, ACCOUNTABILITY, AND INNOVATION**

Objective 3.1 To revise administrative processes and consequent human resource allocations to achieve more effective operations, by:

- restructuring human resources to align with strategic direction, through:
  - eliminating Saskatchewan Communications Network clerical positions
  - reducing certain other full time equivalent positions which will result in a reduction in office hours
  - closing one campus

    - establishing a Marketing Facilitator, to address marketing, recruitment, scholarships, and corporate communications
    - establishing a facilities position
  - ensuring clearer delineation of staff roles and responsibilities
  - enhancing the work of the Continuing Education Department by implementing certain Learning Resources Network recommendations, namely:
    - pursuing contract training
    - allowing for open enrolment
    - pursuing business and industry, with a focus on mining
    - actively engaging First Nations and Métis communities
  - creating a performance management framework, with emphasis on professional development, by December 2012.

Objective 3.2 To heighten public awareness of the College and its work, through innovation, by:

- implementing a communications and marketing strategy
- implementing a student recruitment strategy
- being actively involved in the Association of Saskatchewan Regional Colleges' three-year public awareness campaign

Objective 3.3 To maximize capacity and efficiency of capital resources, through:

- pursuing new laboratory space for the Watrous Practical Nursing Program
- construct grinding room and soundproof classrooms in the Humboldt welding facility
- upgrading computer fleet in Humboldt computer labs
- maximizing utilization of classroom spaces through continuous program offerings
- exploring video-conferencing capabilities
- beginning phase-out of current Central Vehicle Agency (CVA) vehicles by acquiring only four-wheel drive/all-wheel drive College vehicles

Objective 3.4 To ensure long-term financial sustainability by increasing non-traditional funding sources by 25%, by:

- providing open enrolment and contract training
- seeking provincial, federal, and other sources of funding

Objective 3.5 Work with trustees to ensure the College receives maximum benefit from their stewardship by:

- assisting in their participation in in-service that attends to College and Ministry regulations focused on accountability
- continually keeping Board governance, and the parameters within which it works, a focus of discussion at the Board level

Objective 3.6 To continue to enhance the leadership and direction provided to the College by the Senior Management team, by:

- assisting the Board with the recruitment of a Chief Executive Officer
- engaging in ongoing, appropriate professional development
- creating the conditions that will allow leadership to flourish at all levels of the College

Objective 3.7 To forge partnerships with corporate sponsors to enhance student scholarship offerings, thereby:

- increasing the dollar value of scholarships available to $25,000
- increasing awareness of the College

Objective 3.8 To explore various options to increase capacity in programming and student engagement, by:

- developing distance delivery options for Adult Basic Education
- developing and implementing a process for virtual counselling to enhance services currently provided
- exploring opportunities for the provision of university-level programming at both undergraduate and graduate levels

BOARD OF TRUSTEES REPORT

As Chair of the Board of Trustees for Carlton Trail Regional College, it is my pleasure to present this report for the 2011-2012 fiscal year on behalf of my colleagues.

The current five-member Board was appointed in the fall of 2011 and shortly thereafter reaffirmed Dr. Bill Cooke as interim CEO for the College.

The Board, as part of its mandate from the Government of Saskatchewan, provides strategic leadership, sanctions the general orientation of the college, and approves financial, administrative and human resource policies. The Board also approves an annual budget and a set of programs and services. To fulfill this responsibility, the Board receives regular reports from Carlton Trail Regional College staff and management; these reports help ensure that Board objectives are being met and that resources and assets are protected and well-managed.

The Board was very pleased to preside over the official opening of the new Humboldt Education Centre in April of 2012 and to develop and adopt a new Strategic Plan later that spring. The Board also recruited a permanent CEO, Dr. Ivan Yackel, who began his duties in August.

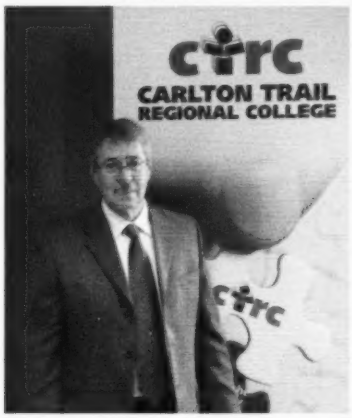
This annual report provides an opportune venue to sincerely thank our interim CEO Dr. Bill Cooke for his efforts in stabilizing and refocusing Carlton Trail Regional College over the course of the 2011-2012 fiscal year.

The Board has continued its tradition of being actively involved in the communities served by Carlton Trail Regional College. It has used available opportunities to enhance its governance skills, to increase the visibility of the College and to willingly participate in regional, provincial and national activities designed to enhance and promote the work of regional colleges.

2011 – 2012 MEMBERS

Glenn Hepp, Chair	Humboldt (September 2011)
Luz Marina Dominguez, Vice-Chair	Wynyard (September 2011)
Denis Bergerman	Humboldt (September 2011)
Leon Winkel	Humboldt (September 2011)
Martin Chicilo	Buena Vista (September 2011)

Regular Board Meetings:	**12**
Special Meetings:	**2**
Conference call:	**2**
Annual Meeting:	**1**



Board Chair, Glenn Hepp

CHIEF EXECUTIVE OFFICER REPORT

It is my pleasure to submit this report on the significant work of Carlton Trail Regional College over the past fiscal year, a year that was focussed on renewal and new beginnings.

From a governance perspective, renewal began with the appointment of Dr. Bill Cooke as interim CEO on August 11, 2011. Early that fall, the Minister of Advanced Education appointed a five-member Board of Trustees including Glenn Hepp as Board Chair.

Beyond governance, and governance-related issues, the work of the College continued, much of it reported elsewhere throughout this annual report. Highlights include pursuing ways to better engage the aboriginal communities within the region, and to attend to the many ways that the College can meet their various educational requirements, and the corresponding attachment to the labour force; enhancing the College's community engagement, working closely with the region's manufacturing and business sectors to forge symbiotic relationships that can adapt quickly to the constantly shifting and expanding economic situation; developing better relationships with other educational institutions (i.e., universities, SIAST, school divisions) whose geographical mandates impact on all or part of the College's, and with whom partnerships can always be enhanced.

The official grand opening of the new Humboldt Education Centre, a joint project involving the College, the City of Humboldt, the Greater Saskatoon Catholic School Division and the Horizon School Division, took place on April 2, 2012. The new facility provides much-needed classroom and administrative space and has led to extremely positive sharing of space and programming with our three partners.

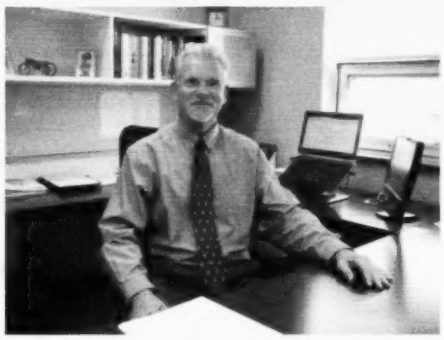
The Board devoted significant energies to the development and adoption of a new Strategic Plan and to the hiring of a permanent CEO in the spring of 2012. The strategic plan focuses on the three priority areas of providing leadership to enhance economic growth, increasing the participation of First Nation and Métis people and ensuring organizational sustainability. The 2012-2013 strategic plan is included in it's entirely as part of this annual report.

Following a comprehensive recruitment strategy managed by the Saskatchewan Education Leadership Unit, the Board selected Dr. Ivan Yackel as permanent CEO with an effective start date of August 20, 2012.

The future looks brighter than ever for the College in all of its locations. Given the unprecedented economic activity in the area, and the College's ability to move quickly to attend to the multiple educational needs of its student base, those needs, and the needs of employers, can be addressed in a much more effective, efficient manner than ever before.

Finally, and most importantly, I wish to acknowledge the work of the Ministries of Advanced Education and the Economy for their ongoing leadership and support of the College as well as the efforts of the women and men of the College who continue to demonstrate an unwavering commitment to meeting the needs of the students we have the privilege of serving.

Dr. Ivan Yackel
Chief Executive Officer



COLLEGE PERSONNEL

2011/2012 STAFF PLAN FULL-TIME EQUIVALENTS

		Budget 11/12	Actual June 30/12	
Administration				
	CEO	0.50	0.67	Bill Cooke (interim)
	Director of Finance	1.00	1.00	Andy Burgess
	Director of Administration	1.00	0.86	Marliss Fleischhacker (term)
	Director of Programs	1.00	1.00	Shelley Romanyszyn-Cross
	Administrative Assistant	0.60	0.60	Sheri Ulrich
	Executive Secretary	0.60	0.60	Leanne Sylvestre
		4.70	**4.73**	
	Receptionist	1.00	1.01	Nichole Bold/Alesia Marchant
	Registration Clerk	0.80	0.80	Jane Stumborg
	Sr. Accounting Technician	1.00	1.00	Doreen Stevens
	Accounting Clerk	0.50	0.50	Susanne Hoffmann
	Accounting Clerk	0.50	0.50	Vanessa Schemenauer
	Accounts Payable Clerk	0.00	0.18	Donna Krause (term)
	Computer Technician	1.00	0.98	Craig Little/Gord Dell
	IT Support Technician	0.00	0.20	Jeremy Britz
	Summer Student	0.20	0.15	Jeremy Britz
		5.00	**5.32**	
Portfolio Coordinators				
	Academic Studies	1.00	1.00	Rosalie Ronellenfitsch
	Literacy Facilitator	1.00	0.95	Kara Loy
	Enterprise	1.00	1.00	Deanna Gaetz (term)
	Basic Education	1.00	1.00	Lisa Irlbeck
	Student Services	1.00	1.16	
		5.00	**5.11**	
Student Services				
	Humboldt-Counsellor/Learning Specialist	1.00	0.99	Damon Steadman
	Humboldt-Employment Facilitator	0.00	0.19	Don Froehlich
	Wynyard-Counsellor	0.00	0.65	Norman McCallum
	Wakaw/One Arrow-Counsellow/Case Work	0.00	0.60	Ashley Dugan
	Davidson/Watrous-Employment Facilitator	0.60	0.47	Brenda Stone
	Punnichy-Counsellor	0.00	0.13	Bernadette McCallum
		1.60	**3.03**	
Training Consultants				
	Humboldt	0.80	0.80	Fred Novecosky
	Watrous	1.00	1.00	Cheryl Schaan
	Southey /Wynyard	0.75	0.75	Leslie Mann
		2.55	**2.55**	
Program Delivery Associates				
	Humboldt	1.00	1.00	Denise Germain (Marketing Assistant)
		1.00	1.00	Marina Haugerud
		0.00	0.53	Nichole Bold (BE support)
	Watrous	0.75	0.75	Bev McDade
	Davidson	0.75	0.75	Dana Gayle Dahl
	Wynyard	0.75	0.79	Nicola Finnson (mat leave)/Lucy Hoseasson
	Southey	0.75	0.75	Annette Konescni
		5.00	**5.57**	
Program Clerical/SCN				
	Watrous	0.50	0.55	Barb Schaan/Ruth Thiessen
	Davidson	0.50	0.50	Donna Petit
	Southey	0.50	0.50	Maureen Hopper
	Wynyard	0.50	0.51	Lucy Hoseasson/Jean Leader/Edith Pidkowich
		2.00	**2.06**	
TEL Attendants				
	Humboldt		**0.144**	Alesia Marchant/Nichole Bold/Danita Benjoe
	Total	**25.85**	**28.51**	

Instructor/Instructor Aides		
Basic Education, Humboldt	1.88	Larry Hrycan/Ed Yee
Basic Education, Punnichy	1.67	Len Keleman/Ray Hachkewich
Basic Education, Wakaw	1.73	Lynn Eaton/Doreen Dovell
Basic Education, One Arrow	0.81	Chester Martell/Ashley Dugan
Basic Education, Wadena	0.94	Brian Vass
Basic Education, Quinton (in session)	0.10	Brian Vass
Basic Education, Muskowekwan	0.72	Duane Keleman
Basic Education, Kinistin	0.80	Carla Kennedy/James Conner
Basic Education, Yellow Quill	0.62	Yvonne Peters
Life Skills, Punnichy	0.36	Charley Edwards
Practical Nursing, Watrous	3.03	Cathy McMann/Sherrie Graham-Busse Dianne Timm/Lacey Meddins/Nichole Taylor
Continuing Care Assistant, Humboldt (in session)	0.30	Maria Leonard
Continuing Care Assistant, Wynyard	0.58	Shannon Linnen/Joanne Jenner/Damon Steadman
Office Education, Humboldt	1.24	Cindy King/Kim Hartl/Noreen Streuby
Office Education, Punnichy (carry over)	0.16	Jackie Galenzoski
Early Childhood Education, Gordon's	0.45	Jackie Galenzoski/Shirley Kallichuk/Jean Lendzyk
Office Admin-Wynyard	0.23	Jean Lendzyk
Welding Applied Certificate, Southey	0.73	Jamie Nichols
Welding Applied Certificate, Journeyperson Welding, Humboldt	0.83	Murray Cook
Welding, Archerwill (in session)	0.16	Brian Ward
Construction Worker Prep, Punnichy	0.57	Randy Jordan
Math/Communications-various technical programs	0.57	Kim Hartl/Ingeborg Schmidt
Residential Renovation-One Arrow	0.32	Ken Lanceley
Industrial Mechanic-Humboldt	0.49	Gord Torrance/Wayne Donaldson
Plumbing & Pipefitting-Humboldt	0.54	Paul Perrault
ESL-Tutor Network	0.10	Rita Crone
ESL-Humboldt/Englefeld	0.32	Louis Dornotor
	20.24	

Total FTE-Non-Instructional	**28.66**
Total FTE-Instructional	**20.24**
Total FTE	**48.90**

Full-Time Equivalents	**08 / 09**	**09 / 10**	**10 / 11**	**11 / 12**
	27.82	26.02	27.05	28.51

Note: FTE does not include instructional staff.

PROGRAMS AND SERVICES SUMMARY

2011/12 proved to be another year of growth for the College with 1974 students participating in some form of training. While student enrolments were down slightly from last year, there still was an overall increase in participant hours and full-load equivalencies of 3.9%. This seeming discrepancy is explained through an increase number of students taking programs of longer duration.

The College saw a slight increase in the number of part-time students enroled in skills training institute programs. This increase is a result of a program mix that better matches student need with workforce demands. Programs such as Continuing Care Assistant, and Intermediate Care Paramedic were offered in a manner such that students could partake in study while remaining employed.

PROGRAMMING ACTIVITY

	Classes	Students	Participant Hours
2008 / 09	457	1915	195,890
2009 / 10	280	1829	192,746
2010 / 11	343	2065	264,957
2011 / 12	**328**	**1974**	**275,456**

COMPREHENSIVE ENROLMENT STATISTICS

	Program Groups	Actuals 2010/2011 Student Enrol FT	Student Enrol PT	Student Enrol Casual	FLEs	2011/2012 Student Enrol FT	Student Enrol PT	Student Enrol Casual	FLEs
SKILLS TRAINING	**Institute Credit:**								
	SIAST	148	111	13	159.8	85	127	6	133.88
	Other	25	0	0	11.75	45	14	0	31.18
	Apprenticeship & Trade	0	0	0	0	0	9	0	1.13
	Total Institute Credit	**173**	**111**	**13**	**171.55**	**130**	**150**	**6**	**166.19**
	Industry Credit:								
	Total Industry Credit	**0**	**121**	**790**	**28.54**	**0**	**154**	**674**	**26.49**
	Non-Credit: Industry, Community/Individual, Personal Interest								
	Total Non-Credit	**14**	**29**	**503**	**18.93**	**12**	**93**	**401**	**22.72**
TOTAL SKILLS TRAINING		**187**	**261**	**1306**	**219.02**	**142**	**397**	**1081**	**215.41**
BASIC EDUCATION	**BE Credit:**								
	Adult 12	61	22	0	73.41	71	30	0	83.10
	Adult 10	37	13	0	44.14	32	23	0	37.46
	Academic GED	1	15	0	73	0	8	0	0.09
	Total BE Credit	**99**	**50**	**0**	**118.28**	**103**	**61**	**0**	**120.65**
	BE Non –Credit:								
	Employability/Life Skills	19	29	0	16.04	8	4	0	6.32
	English Language Training	41	3	0	11.50	96	13	0	12.44
	General Academic Studies	39	29	0	19.23	49	18	0	46.04
	Literacy	0	0	0	0	0	0	0	0
	Total BE Non-Credit	**99**	**61**	**0**	**46.78**	**153**	**35**	**0**	**64.8**
TOTAL BASIC EDUCATION		**198**	**111**	**0**	**167.15**	**256**	**96**	**0**	**185.46**
UNIVERSITY	**University Credit:**								
	Total University Credit	0	2	0	0.3	0	2	0	0.60
TOTAL UNIVERSITY		**0**	**2**	**0**	**0.3**	**0**	**2**	**0**	**0.60**
TOTAL ENROLMENT		**385**	**374**	**1306**	**386.47**	**398**	**495**	**1081**	**401.47**

PERFORMANCE MEASURES

The performance measures deemed to be common among the Regional Colleges, as applicable to Carlton Trail Regional College, are listed below. The performance measures use actual results from 2008 / 2011 as a base-line and targeted and actual results for 2011/12.

Program	Performance Measure	Average 2008-2011	Targeted 11/12	Actual 11/12
Skills Training				
Institute Credit	Number of student enrolments – FLE's	145	160	**165**
	Number of student enrolments – distinct enrolment	244	268	**271**
	Participation rate[1] of students	43%	43%	**45%**
	Number of graduates	119	122	**147**
	Number of completers	92	97	**60**
	Graduation rate[2] of students	50%	50%	**51%**
	Employment rate[3] of graduates	79%	80%	**90%**
	Furthering training rate[4] of graduates	22%	40%	**72%**
	Participation rate[5] of Aboriginal people	21%	23%	**36%**
	Graduation rate[6] of Aboriginal people	10%	25%	**36%**
	Graduation rate[7] of Aboriginal people	22%	50%	**51%**
	Employment rate[8] of Aboriginal graduates	i/d	50%	**78%**
	Furthering training rate[9] of Aboriginal people	i/d	50%	**83%**
Industry Credit	Number of student enrolments – FLE's	28	29	**27**
	Number of student enrolments – distinct enrolment	848	890	**828**
	Participation rate of students	35%	30%	**26%**
	Number of graduates	626	667	**678**
	Number of completers	263	222	**179**
	Graduation rate of students	69%	65%	**57%**
	Employment rate of graduates	n/a	n/a	**n/a**
	Furthering training rate of graduates	n/a	n/a	**n/a**
	Participation rate of Aboriginal people	3%	5%	**8%**
	Graduation rate[6] of Aboriginal people	n/a	5%	**8%**
	Graduation rate[7] of Aboriginal people	n/a	50%	**54%**
	Employment rate of Aboriginal graduates	n/a	n/a	n/a
	Furthering training rate of Aboriginal people	n/a	n/a	n/a
Non-Credit	Number of student enrolments – FLE's	19		**23**
Adult Basic Education				
Credit	Number of student enrolments – FLE's	90	99	**121**
	Number of student enrolments – distinct enrolment	121	135	**164**
	Participation rate of students	22%	26%	**28%**
	Number of graduates	43	54	**51**
	Number of completers	28	47	**49**
	Graduation rate of students	34%	40%	**31%**
	Employment rate of graduates	60%	60%	**63%**
	Furthering training rate of graduates	79%	70%	**54%**
	Participation rate of Aboriginal people	76%	75%	**77%**
	Graduation rate of Aboriginal people	53%	75%	**78%**
	Graduation rate of Aboriginal people	42%	35%	**32%**
	Employment rate of Aboriginal graduates	i/d	50%	**58%**
	Furthering training rate of Aboriginal people	i/d	60%	**55%**
Non-credit	Number of student enrolments – FLE's	36	36	**35**
University				
	Number of student enrolments – FLE's	.5	2	**.6**
	Number of student enrolments – distinct enrolment	3	5	**2**
	Participation rate of students	.8	1	**1**
	Participation rate of Aboriginal people	i/d	50%	**50%**
Contractual Revenue	Contractual revenue[10] from annual financial statements	$433,523	$500,000	**$587,170**

Notes: n/a: not available or not collected
i/d: insufficient data

1. Participation rate: # of enrolments / total # of Credit programs enrolments
2. Graduation rate: # of graduates / # of enrolments
3. Employment rate: # of graduates employed / # of completers and graduates - # of graduates continuing to further training (# of graduates contacted may be fewer than # of graduates)
4. Furthering training rate: # of graduates continuing to further training / # of completers and graduates - # of graduates employed (# of graduates contacted may be fewer than # of graduates)
5. Participation rate: # of Aboriginal enrolments / total # of enrolments
6. Graduation rate: # of Aboriginal graduates / total # of graduates
7. Graduation rate: # of Aboriginal graduates / total # of Aboriginal enrolments
8. Employment rate: # of Aboriginal graduates employed / # of Aboriginal graduates contacted - # of Aboriginal graduates continuing to further training
9. Furthering training rate: # of Aboriginal graduates continuing to further training / # of Aboriginal completers and graduates - # of Aboriginal graduates employed (# of graduates contacted may be fewer than # of graduates)
10. Excludes project revenue from Federal Government and includes revenue from Canada-Saskatchewan Career & Employment Services.

EQUITY PARTICIPATION ENROLMENTS

		Actuals																							
		2010-2011												2011-2012											
	Program Groups	Aboriginal			Visible Minority			Disability			Total Enrolment			Aboriginal			Visible Minority			Disability			Total Enrolment		
		FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas
	SIAST	24	31	0	4	4	0	8	8	0	150	111	13	19	44	2	0	4	0	12	9	0	85	134	6
	Other	24	0	0	0	0	0	0	0	0	25	0	0	35	3	0	1	0	0	0	0	0	45	14	0
	Apprenticeship & Trade	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	9	0
	Total Institute Credit	**48**	**31**	**0**	**4**	**4**	**0**	**8**	**8**	**0**	**175**	**111**	**13**	**54**	**48**	**2**	**1**	**4**	**0**	**12**	**9**	**0**	**130**	**157**	**6**
	Industry Credit:																								
	Total Industry Credit	**0**	**6**	**41**	**0**	**2**	**5**	**0**	**6**	**10**	**0**	**121**	**790**	**0**	**13**	**41**	**0**	**1**	**3**	**0**	**8**	**14**	**0**	**154**	**674**
	Non-Credit: Industry, Community/Individual, Personal Interest																								
	Total Non-Credit	***14***	***8***	***15***	***0***	***0***	***2***	***0***	***1***	***11***	***14***	***29***	***503***	***11***	***44***	***6***	***0***	***1***	***0***	***0***	***0***	***6***	***12***	***93***	***401***
TOTAL SKILLS TRAINING		**62**	**45**	**56**	**4**	**6**	**7**	**8**	**15**	**21**	**189**	**264**	**1306**	**65**	**105**	**49**	**1**	**6**	**3**	**12**	**17**	**20**	**142**	**404**	**1081**
BASIC EDUCATION	**BE Credit:**																								
	Adult 12	49	15	0	1	0	0	2	2	0	61	22	0	50	24	0	7	2	0	5	3	0	71	30	0
	Adult 10	37	13	0	3	0	0	0	1	0	37	13	0	29	23	0	0	0	0	4	2	0	32	23	0
	Academic GED	1	12	0	0	0	0	0	0	0	1	15	0	0	0	0	0	0	0	0	1	0	0	8	0
	Total BE Credit	**87**	**40**	**0**	**4**	**0**	**0**	**2**	**3**	**0**	**99**	**50**	**0**	**79**	**47**	**0**	**7**	**2**	**0**	**9**	**6**	**0**	**103**	**61**	**0**
	BE Non-Credit:																								
	Employability/Life Skills	8	24	0	0	2	0	1	2	0	19	29	0	0	2	0	0	0	0	0	1	0	8	4	0
	English Language Training	0	0	0	5	0	0	2	0	0	41	3	0	0	0	0	8	1	0	3	0	0	96	13	0
	General Academic Studies	38	25	0	4	6	0	1	3	0	39	29	0	47	17	0	4	0	0	5	2	0	49	18	0
	Literacy	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total BE Non-Credit	**46**	**49**	**0**	**9**	**8**	**0**	**4**	**5**	**0**	**99**	**61**	**0**	**47**	**19**	**0**	**12**	**1**	**0**	**8**	**3**	**0**	**153**	**35**	**0**
TOTAL BASIC EDUCATION		**133**	**89**	**0**	**13**	**8**	**0**	**6**	**8**	**0**	**198**	**111**	**0**	**126**	**66**	**0**	**19**	**3**	**0**	**17**	**9**	**0**	**256**	**96**	**0**
UNIVERSITY	**University Credit:**																								
	Total University Credit	0	1	0	0	0	0	0	1	0	0	2	0	0	1	0	0	0	0	0	0	0	0	2	0
TOTAL UNIVERSITY		**0**	**1**	**0**	**0**	**0**	**0**	**0**	**1**	**0**	**0**	**2**	**0**	**0**	**1**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**2**	**0**
TOTAL ENROLMENT		**195**	**135**	**56**	**17**	**14**	**7**	**14**	**24**	**21**	**38**	**374**	**1306**	**191**	**172**	**49**	**20**	**9**	**3**	**29**	**26**	**20**	**398**	**502**	**1081**

EQUITY PARTICIPATION COMPLETERS AND GRADUATES

		Actuals																	
		2010-2011									2011-2012								
	Program Groups	Aboriginal			Visible Minority			Disability			Aboriginal			Visible Minority			Disability		
		E	C	G	E	C	G	E	C	G	E	C	G	E	C	G	E	C	G
	Institute Credit:																		
	SIAST	55	6	37	8	4	3	16	4	8	65	7	30	4	0	2	21	2	11
	Other	24	18	0	0	0	0	0	0	0	38	4	23	1	0	1	0	0	0
	Apprenticeship & Trade	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0
	Total Institute Credit	**79**	**24**	**37**	**8**	**4**	**3**	**16**	**4**	**8**	**104**	**12**	**53**	**5**	**0**	**3**	**21**	**2**	**11**
	Industry Credit:																		
	Total Industry Credit	**47**	**16**	**32**	**7**	**2**	**5**	**16**	**6**	**13**	**54**	**8**	**43**	**4**	**0**	**3**	**22**	**2**	**20**
	Non-Credit: Industry, Community/Individual, Personal Interest																		
	Total Non Credit	**37**	**29**	**0**	**2**	**2**	**0**	**12**	**12**	**0**	**61**	**60**	**0**	**1**	**1**	**0**	**6**	**6**	**0**
TOTAL SKILLS TRAINING CREDIT		**163**	**69**	**69**	**17**	**8**	**8**	**44**	**22**	**21**	**219**	**80**	**96**	**10**	**1**	**6**	**49**	**10**	**31**
BASIC EDUCATION	**BE Credit:**																		
	Adult 12	64	4	37	1	0	1	4	0	2	74	19	26	9	3	4	8	1	4
	Adult 10	50	4	23	3	0	3	1	0	0	52	9	14	0	0	0	6	2	1
	Academic GED	13	5	1	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1
	Total BE Credit	**127**	**13**	**61**	**4**	**6**	**4**	**5**	**0**	**2**	**126**	**28**	**40**	**9**	**3**	**4**	**15**	**3**	**6**
	BE Non-Credit:																		
	Employability/Life Skills	32	22	0	2	1	0	3	2	0	2	0	0	0	0	0	1	1	0
	English Language Training	0	0	0	5	5	0	2	2	0	0	0	0	9	8	0	3	3	0
	General Academic Studies	63	22	0	70	4	0	4	0	0	64	25	0	4	3	0	7	2	0
	Literacy	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total BE Non-Credit	**95**	**44**	**0**	**17**	**10**	**0**	**9**	**4**	**0**	**66**	**25**	**0**	**13**	**11**	**0**	**11**	**6**	**0**
TOTAL BASIC EDUCATION		**222**	**57**	**61**	**21**	**10**	**4**	**14**	**4**	**2**	**192**	**53**	**40**	**22**	**14**	**4**	**26**	**9**	**6**
UNIVERSITY	**University Credit:**																		
	Total University Credit	1	1	0	0	0	0	1	1	0	1	1	0	0	0	0	0	0	0
TOTAL UNIVERSITY		**1**	**1**	**0**	**0**	**0**	**0**	**1**	**1**	**0**	**1**	**1**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
TOTAL ENROLMENT		**386**	**127**	**130**	**38**	**18**	**12**	**59**	**27**	**23**	**412**	**134**	**136**	**32**	**15**	**10**	**75**	**19**	**37**

E = total enrolment

C = completers (the total number of students who completed course requirements or remained to the end of the program).

G = graduates (the total number of students who successfully completed all course requirements resulting in achievement of certification by a recognized credit granting institution or recognized by industry).

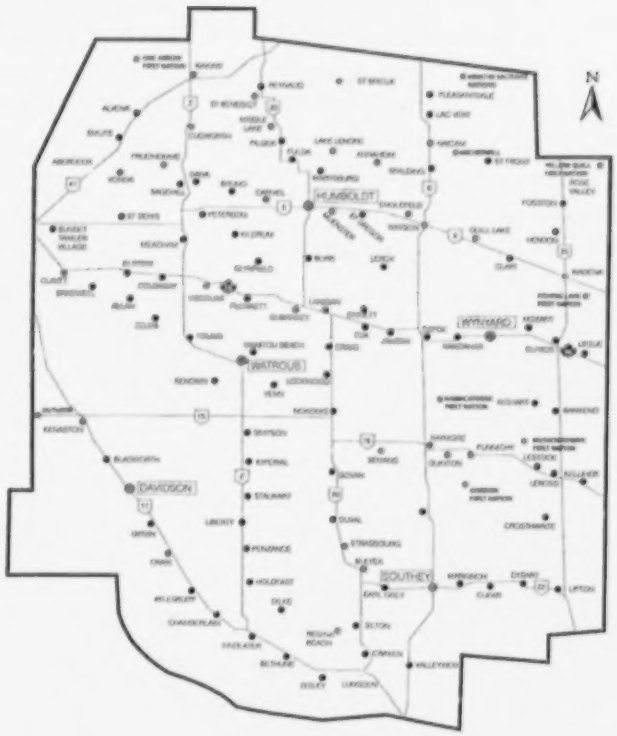
STUDENT SUCCESS

		Actuals																							
		2010-2011												2011-2012											
	Program Groups	Total Students Completed			Total Students Graduated			Total Students Employed			Total Going to Further Training			Total Students Completed			Total Students Graduated			Total Students Employed			Total Going to Further Training		
		FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas	FT	PT	Cas
SKILLS TRAINING	**Institute Credit:**																								
	SIAST	26	32	7	101	67	6	82	38	0	5	8	0	12	29	1	59	57	5	45	46	0	7	5	0
	Other	18	0	0	0	0	0	0	0	0	0	0	0	6	12	0	25	1	0	3	1	5	12	7	0
	Apprenticeship & Trade	0	0	0	0	0	0	0	0	0	0	0	0	0	6	0	0	3	0	0	8	0	0	0	0
	Total Institute Credit	**44**	**32**	**7**	**101**	**67**	**6**	**82**	**38**	**0**	**5**	**8**	**0**	**18**	**47**	**1**	**84**	**61**	**5**	**48**	**55**	**5**	**19**	**12**	**0**
	Industry Credit:																								
	Total Industry Credit	**0**	**74**	**177**	**0**	**76**	**622**	**0**	**5**	**0**	**0**	**0**	**0**	**0**	**90**	**89**	**0**	**88**	**590**	**0**	**7**	**1**	**0**	**0**	**0**
	Non-Credit: Industry, Community/Individual, Personal Interest																								
	Total Non-Credit	7	26	499	0	0	0	0	0	0	0	0	0	11	93	400	0	0	0	4	4	2	2	1	0
TOTAL SKILLS TRAINING		**51**	**132**	**683**	**101**	**143**	**628**	**82**	**43**	**0**	**5**	**8**	**0**	**29**	**230**	**490**	**84**	**149**	**595**	**52**	**66**	**8**	**21**	**13**	**0**
BASIC EDUCATION	**BE Credit:**																								
	Adult 12	5	2	0	44	2	0	17	0	0	23	2	0	30	4	0	34	0	0	15	1	0	11	0	0
	Adult 10	4	0	0	23	0	0	0	0	0	24	0	0	9	1	0	14	0	0	0	0	0	5	0	0
	Academic GED	1	4	0	0	1	0	0	0	0	0	0	0	0	5	0	0	3	0	0	0	0	0	0	0
	Total BE Credit	**10**	**6**	**0**	**67**	**3**	**0**	**17**	**0**	**0**	**47**	**2**	**0**	**39**	**10**	**0**	**48**	**3**	**0**	**15**	**1**	**0**	**16**	**0**	**0**
	BE Non-Credit:																								
	Employability/Life Skills	19	15	0	0	0	0	6	0	0	3	0	0	8	1	0	0	0	0	4	0	0	3	1	0
	English Language Training	37	1	0	0	0	0	0	0	0	0	0	0	78	6	0	0	0	0	6	0	0	0	2	0
	General Academic Studies	19	4	0	0	0	0	5	0	0	10	3	0	25	2	0	0	0	0	6	0	0	13	1	0
	Literacy	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Total BE Non-Credit	**75**	**20**	**0**	**0**	**0**	**0**	**11**	**0**	**0**	**13**	**3**	**0**	**111**	**6**	**0**	**0**	**0**	**0**	**16**	**21**	**0**	**16**	**4**	**0**
BASIC TOTAL EDUCATION		**85**	**26**	**0**	**67**	**3**	**0**	**28**	**0**	**0**	**60**	**5**	**0**	**150**	**16**	**0**	**48**	**3**	**0**	**31**	**22**	**0**	**32**	**4**	**0**
UNIVERSITY	**University Credit:**																								
	Total University Credit	0	2	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0
TOTAL UNIVERSITY		**0**	**2**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**2**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
TOTAL ENROLMENT		**136**	**160**	**683**	**168**	**146**	**628**	**110**	**43**	**0**	**65**	**13**	**0**	**179**	**248**	**490**	**132**	**152**	**595**	**83**	**88**	**8**	**53**	**17**	**1**

PROGRAM OFFERINGS BY REGION

An important ingredient in the success of any college is its ability to "connect" with its communities and residents. In a region having a population of over 66,200, Carlton Trail Regional College offered **328** programs/classes to **1974** students in **28** communities during the 2011/12 programming year.

- 2011–2012 programming locations



Location	# of Classes	# of Students	Location	# of Classes	# of Students	Location	# of Classes	# of Students
Archerwill	1	12	Kinistin Saulteaux Nation	1	28	Punnichy	6	111
Bruno	3	20	Lake Lenore	2	16	Quinton	1	12
Craik	1	10	Lanigan	1	11	Southey	14	87
Davidson	33	158	LeRoy	5	35	St. Brieux	3	41
Englefeld	3	33	Middle Lake	1	12	Wadena	2	38
Fishing Lake First Nation	8	128	Muskowekwan First Nation	2	37	Wakaw	3	38
Gordon First Nation	3	39	Nipawin	1	9	Watrous	37	231
Humboldt	108	861	One Arrow First Nation	3	42	Wynyard	38	267
Kawacatoose First Nation	3	34	Outlook	1	52	Yellow Quill First Nation	1	20
Kenaston	2	28						

ENROLMENT BY PROGRAM CATEGORY – DAVIDSON

Program Groups		Actuals							
		2010-2011				2011-2012			
		Student Enrol FT	Student Enrol PT	Student Enrol Casual	FLEs	Student Enrol FT	Student Enrol PT	Student Enrol Casual	FLEs
SKILLS TRAINING	**Institute Credit:**								
	SIAST	12	0	0	8.32	0	9	0	1.16
	Other	n/a	n/a	n/a	n/a	0	0	0	0
	Apprenticeship & Trade	0	0	0	0	0	0	0	0
	Total Institute Credit	12	0	0	8.32	0	9	0	1.16
	Industry Credit:								
	Total Industry Credit	0	6	188	4.64	0	5	163	3.37
	Non-Credit: Industry, Community/Individual, Personal Interest								
	Total Non-Credit	0	2	64	1.28	0	4	48	.79
TOTAL SKILLS TRAINING		**12**	**8**	**252**	**14.24**	**0**	**18**	**211**	**5.32**
	BE Credit:								
	Adult 12	n/a	n/a	n/a	n/a	0	0	0	0
	Adult 10	n/a	n/a	n/a	n/a	0	0	0	0
	Academic GED	n/a	n/a	n/a	n/a	0	0	0	0
	Total BE Credit	n/a	n/a	n/a	n/a	0	0	0	0
	BE Non-Credit:								
	Employability/Life Skills	n/a	n/a	n/a	n/a	0	0	0	0
	English Language Training	n/a	n/a	n/a	n/a	6	0	0	0.12
	General Academic Studies	n/a	n/a	n/a	n/a	0	0	0	0
	Literacy	n/a	n/a	n/a	n/a	0	0	0	0
	Total BE Non-Credit	n/a	n/a	n/a	n/a	0	0	0	0
TOTAL BASIC EDUCATION		n/a	n/a	n/a	n/a	0	0	0	0
UNIVERSITY	**University Credit:**								
	Total University Credit	n/a	n/a	n/a	n/a	0	0	0	0
TOTAL UNIVERSITY		**n/a**	**n/a**	**n/a**	**n/a**	**0**	**0**	**0**	**0**
TOTAL ENROLMENT		**12**	**8**	**252**	**14.24**	**6**	**18**	**211**	**5.44**

ENROLMENT BY PROGRAM CATEGORY – HUMBOLDT

Program Groups		Actuals 2010-2011 Student Enrol FT	Student Enrol PT	Student Enrol Casual	FLEs	2011-2012 Student Enrol FT	Student Enrol PT	Student Enrol Casual	FLEs
SKILLS TRAINING	**Institute Credit:**								
	SIAST	52	69	13	74.13	43	56	6	59.39
	Other	0	0	0	0	16	3	0	8.05
	Apprenticeship & Trade	0	0	0	0	0	9	0	1.13
	Total Institute Credit	**52**	**69**	**13**	**74.13**	**59**	**68**	**6**	**68.57**
	Industry Credit:								
	Total Industry Credit	**0**	**94**	**377**	**17.60**	**0**	**121**	**270**	**15.51**
	Non-Credit: Industry, Community/Individual, Personal Interest								
	Total Non-Credit	52	12	122	3.83	0	23	124	4.21
TOTAL SKILLS TRAINING		**52**	**175**	**512**	**95.74**	**59**	**212**	**400**	**88.29**
BASIC EDUCATION	**BE Credit:512**								
	Adult 12	36	11	0	44.35	36	13	0	42.81
	Adult 10	15	7	0	18.86	8	5	0	10.73
	Academic GED	1	15	0	.73	0	8	0	0.09
	Total BE Credit	**52**	**33**	**0**	**63.94**	**44**	**26**	**0**	**53.63**
	BE Non-Credit:								
	Employability/Life Skills	19	29	0	16.04	8	4	0	6.32
	English Language Training	4	0	0	.62	43	9	0	5.39
	General Academic Studies	19	21	0	10.15	40	7	0	37.19
	Literacy	0	0	0	0	0	0	0	0
	Total BE Non-Credit	**42**	**50**	**0**	**26.82**	**91**	**20**	**0**	**48.90**
TOTAL BASIC EDUCATION		**94**	**83**	**0**	**90.75**	**135**	**46**	**0**	**102.53**
UNIVERSITY	**University Credit:**								
	Total University Credit	0	0	0	0	0	0	0	0
TOTAL UNIVERSITY		**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
TOTAL ENROLMENT		**146**	**258**	**512**	**186.49**	**194**	**258**	**400**	**190.82**

ENROLMENT BY PROGRAM CATEGORY – SOUTHEY

Program Groups		Actuals 2010-2011 Student Enrol FT	Student Enrol PT	Student Enrol Casual	FLEs	2011-2012 Student Enrol FT	Student Enrol PT	Student Enrol Casual	FLEs
SKILLS TRAINING	**Institute Credit:**								
	SIAST	25	23	0	26.96	18	30	0	23.35
	Other	n/a	n/a	n/a	n/a	23	7	0	15.58
	Apprenticeship & Trade	n/a	n/a	n/a	n/a	0	0	0	0
	Total Institute Credit	**25**	**23**	**0**	**26.96**	**41**	**37**	**0**	**38.93**
	Industry Credit:								
	Total Industry Credit	**0**	**3**	**46**	**1.06**	**0**	**0**	**53**	**.90**
	Non-Credit: Industry, Community/Individual, Personal Interest								
	Total Non-Credit	**14**	**1**	**121**	**7.96**	**12**	**51**	**59**	**14.31**
TOTAL SKILLS TRAINING		**39**	**27**	**167**	**35.98**	**53**	**88**	**112**	**54.13**
BASIC EDUCATION	**BE Credit:**								
	Adult 12	n/a	n/a	n/a	n/a	0	0	0	0
	Adult 10	n/a	n/a	n/a	n/a	0	0	0	0
	Academic GED	n/a	n/a	n/a	n/a	0	0	0	0
	Total BE Credit	n/a	n/a	n/a	n/a	0	0	0	0
	BE Non-Credit:								
	Employability/Life Skills	n/a	n/a	n/a	n/a	0	0	0	0
	English Language Training	n/a	n/a	n/a	n/a	0	0	0	0
	General Academic Studies	n/a	n/a	n/a	n/a	0	0	0	0
	Literacy	n/a	n/a	n/a	n/a	0	0	0	0
	Total BE Non-Credit	n/a	n/a	n/a	n/a	0	0	0	0
TOTAL BASIC EDUCATION		**n/a**	**n/a**	**n/a**	**n/a**	**0**	**0**	**0**	**0**
UNIVERSITY	**University Credit:**								
	Total University Credit	0	0	0	0	0	0	0	0
TOTAL UNIVERSITY		**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
TOTAL ENROLMENT		**39**	**27**	**167**	**35.98**	**53**	**88**	**112**	**54.13**

ENROLMENT BY PROGRAM CATEGORY – WATROUS

Program Groups		Actuals							
		2010-2011				2011-2012			
		Student Enrol FT	Student Enrol PT	Student Enrol Casual	FLEs	Student Enrol FT	Student Enrol PT	Student Enrol Casual	FLEs
SKILLS TRAINING	**Institute Credit:**								
	SIAST	51	5	0	36.31	10	22	0	33.53
	Other	0	0	0	0	0	0	0	0
	Apprenticeship & Trade	n/a	n/a	n/a	n/a	0	0	0	0
	Total Institute Credit	51	5	0	36.31	10	22	0	33.53
	Industry Credit:								
	Total Industry Credit	0	11	84	2.51	0	10	114	3.37
	Non-Credit: Industry, Community/Individual, Personal Interest								
	Total Non-Credit	0	0	68	.71	0	3	74	1.14
TOTAL SKILLS TRAINING		**51**	**16**	**152**	**39.53**	**10**	**35**	**188**	**38.04**
BASIC EDUCATION	**BE Credit:**								
	Adult 12	n/a	n/a	n/a	n/a	0	0	0	0
	Adult 10	n/a	n/a	n/a	n/a	0	0	0	0
	Academic GED	n/a	n/a	n/a	n/a	0	0	0	0
	Total BE Credit	n/a	n/a	n/a	n/a	**0**	**0**	**0**	**0**
	BE Non-Credit:								
	Employability/Life Skills	n/a	n/a	n/a	n/a	0	0	0	0
	English Language Training	n/a	n/a	n/a	n/a	19	4	0	1.47
	General Academic Studies	n/a	n/a	n/a	n/a	0	0	0	0
	Literacy	n/a	n/a	n/a	n/a	0	0	0	0
	Total BE Non-Credit	n/a	n/a	n/a	n/a	0	0	0	0
TOTAL BASIC EDUCATION		0	0	0	0	0	0	0	0
UNIVERSITY	**University Credit:**								
	Total University Credit	0	1	0	.2	0	2	0	.60
TOTAL UNIVERSITY		**0**	**1**	**0**	**.2**	**0**	**2**	**0**	**.60**
TOTAL ENROLMENT		**51**	**17**	**152**	**39.73**	**29**	**41**	**188**	**40.11**

ENROLMENT BY PROGRAM CATEGORY – WYNYARD

Program Groups		Actuals 2010-2011 Student Enrol FT	Student Enrol PT	Student Enrol Casual	FLEs	2011-2012 Student Enrol FT	Student Enrol PT	Student Enrol Casual	FLEs
SKILLS TRAINING	**Institute Credit:**								
	SIAST	8	14	0	13.91	14	14	0	16.45
	Other	25	0	0	11.75	6	4	0	7.56
	Apprenticeship & Trade	0	0	0	0	0	0	0	0
	Total Institute Credit	33	14	0	25.66	20	18	0	24.01
	Industry Credit:								
	Total Industry Credit	0	5	99	2.73	0	17	76	3.35
	Non-Credit: Industry, Community/Individual, Personal Interest								
	Total Non-Credit	0	14	131	5.16	0	10	102	2.28
TOTAL SKILLS TRAINING		**33**	**19**	**230**	**33.55**	**20**	**45**	**178**	**29.63**
BASIC EDUCATION	**BE Credit:**								
	Adult 12	25	11	0	30.82	35	17	0	40.29
	Adult 10	22	6	0	25.62	24	18	0	26.73
	Academic GED	0	0	0	0	0	0	0	0
	Total BE Credit	47	17	0	56.44	59	35	0	67.02
	BE Non-Credit:								
	Employability/Life Skills	0	0	0	0	0	0	0	0
	English Language Training	39	3	0	10.88	35	5	0	5.46
	General Academic Studies	20	8	0	9.07	9	11	0	8.85
	Literacy	0	0	0	0	0	0	0	0
	Total BE Non-Credit	59	11	0	19.96	44	16	0	14.31
TOTAL BASIC EDUCATION		106	28	0	76.39	103	51	0	81.34
UNIVERSITY	**University Credit:**								
	Total University Credit	0	1	0	.10	0	0	0	0
TOTAL UNIVERSITY		**0**	**1**	**0**	**.10**	**0**	**0**	**0**	**0**
TOTAL ENROLMENT		**139**	**62**	**230**	**110.04**	**123**	**96**	**178**	**110.97**

SKILLS TRAINING PROGRAMS

INSTITUTE CREDIT

Carlton Trail Regional College continued to provide various credit skills training programming opportunities throughout its region. A wide variety of full and part-time courses and programs, primarily brokered through SIAST but also Lakeland College, were offered. The majority of programs were financed utilizing provincial funding resources received from the Ministry of Advanced Education (AE). Some programs were undertaken on a cost-recovery basis, while others were offered through partnering agreements with third parties.

Institute credit training programs saw a slight decrease in enrolment numbers of 3.8% with a corresponding decrease in full-load equivalents (FLE's) of 3.3%. This decrease was a result of a slight reduction of the level of programming due to the depletion of unearned revenue, the cancellation of the spring offering of the Welding Applied Certificate in Southey because of instructor availability, and some trades programs running with less than full-capacity.

Of great significance, as the College strives to better engage its First Nation partners, was the 31.6% increase in Aboriginal students enrolled in Institute programming for 2011/12.

HIGHLIGHTS

- Partnered with the Saskatoon Health Region to ensure that Continuing Care Assistant students enrolled in the Wynyard and Humboldt offerings were able to participate in the "Earn-as-You Learn" program. Students were able to undertake their studies while employed for the health region.
- Partnered with Touchwood Agency Tribal Council to offer both the Early Childhood Orientation and Certificate programs.
- Offered the Welding Applied Certificate in partnership with Yellow Quill First Nations.
- Continued the collaboration with Horizon School Division and Punnichy High School to offer Construction Worker Preparation as part of the Careers Transition Initiative.
- Offered Heavy Equipment Operator on reserve in partnership with One Arrow First Nation. This provided an opportunity to not only provide skills training to band members, but to improve area infrastructure though repairing area roads and developing spaces for new housing.

SKILLS TRAINING PROGRAMS OFFERED IN 2011/12

- Construction Worker Preparation
- Continuing Care Assistant Certificate
- Cook Upgrader
- Early Childhood Education Orientation
- Early Childhood Education Certificate
- Electrician Applied Certificate
- Heavy Equipment Operator Applied Certificate
- Industrial Mechanic Applied Certificate
- Intermediate Care Paramedic Applied Certificate
- Medical Terminology
- Office Administration
- Office Education Certificate
- Power Engineering Fourth Class
- Plumbing & Pipefitting Applied Certificate
- Practical Nursing Diploma
- Residential Renovation and Construction
- Welding Applied Certificate

INDUSTRY CREDIT

Carlton Trail Regional College continued to focus on, and undertake, the provision of Industry Credit programming to meet the needs of business, industry, First Nations, communities, and individual stakeholders residing in our region. The majority of the industry credit programming was offered on a cost recovery basis or through third party partnerships. Over the past year, there was a 10% decrease in the number of individuals participating in Industry Credit programming.

HIGHLIGHTS

- The College continues to partner with 26 volunteer fire departments within its region. In 2011/12 there was approximately 276 participants enrolled in various *Essentials of Firefighting* modules. In addition, the college purchased two C-can storage containers for confined space and control burn training.
- Industry safety certificates continue to be highly sought in the region, with First Aid and CPR having the highest enrolments. The College also offers training for WHMIS, Confined Spaces and Rescue, Fall Protection, Transportation of Dangerous Goods, Food Safe, Fire Extinguisher, H2S Alive, and PART.
- The College partnered with Touchwood Agency Tribal Council, and Kawacatoose and George Gordon's First Nations to provide Industrial Safety Training.

- Increased enrolments of Aboriginal students by 14.8% over last year.

INDUTRY CREDIT PROGRAMS OFFERED IN 2011/12

- Air Brake
- Babysitter Training
- Boat Operator Accredited Training
- Confined Spaces
- Fall Protection
- Forklift Training
- H2S Alive
- Hunter Safety
- Driver Training
- Emergency First Aid
- Food Safe
- CPR Recertification
- Forklift Operator
- Power Engineering 5th Class
- Power Engineering Fireman Level
- Pressure Pipe Welding
- Red Cross Recertification
- Skid Steer Operator
- Standard First Aid/CPR with AED
- Snowmobile Safety Training
- Transportation of Dangerous Goods
- Truck Driver Training
- Welding Upgrader
- WHMIS

BUSINESS, INDUSTRY & COMMUNITY

Business, Industry and Community Education (BIC) programs consist of non-credit programs of varying duration in the areas of agriculture, computer applications, health and wellness, and general interest. These programs are scheduled in various communities throughout the region, based on identified needs and stakeholder requests. The level of programming in this area has also remained relatively static, with a slight decrease in student enrollment numbers of 7.6%. However, given the nature of the classes provided, there was an overall increase of 20% in FLE counts. Of note was that the college saw a 64.9% increase in enrolment of Aboriginal students for these types of program offerings.

BIC PROGRAMS OFFERED IN 2011/12

- Agriculture
  - Farm Succession Planning
  - Grain Marketing Basics
  - Ag Expert Analyst
- Business / Trades
  - Framing
  - Introduction to Small Engine Repair
  - General Welding
  - Welding Terminology
  - Workforce Preparation
- Computers
  - Internet
  - Basic Computer Skills
  - Computer Operating Systems
  - Computerized Accounting
  - Customized Computer Training
  - Keyboarding
  - Spreadsheets (Excel)
- Health & Wellness
  - Infant Massage
  - Life Skills & Suicide Prevention
  - Self Defense for Women
  - SafeTALK
- Ed2Go (Online)
  - Creating Web Pages
  - Microsoft Access, Excel, Word and PowerPoint
  - Quickbooks
  - Photoshop
  - Digital Photography
  - Everyday Math
  - Teaching Adult Learners
  - Medical Transcription and Terminology
  - Speed Spanish
- General Interest
  - Acrylic Painting
  - Digital Photography
  - Horticulture Composing
  - Jewelry Making
  - Landscape Design
  - Pet Grooming
  - Quilting
  - Small Engine Repair
  - Spanish (Beginner & Advanced)
  - Wine Tasting and Food Pairing

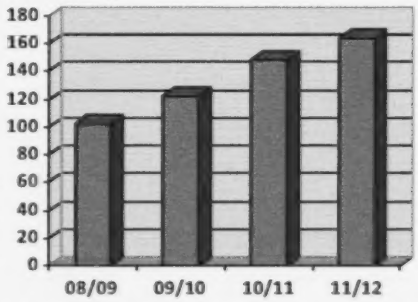
ADULT BASIC EDUCATION

Adult Basic Education (ABE) is an umbrella term that refers to a wide range of services and credit and non-credit programs designed to help learners garner the foundational skills needed to gain employment or the credentials required to enter post-secondary education. With high drop-out rates from high school, a large Aboriginal population in the region, and the mounting influx of immigrants, the provision of a variety of ABE programs is essential. In order to meet regional demands, the College provides a spectrum of ABE training opportunities including Level 4 (Adult 12), Level 3 (Adult 10), Level 1 and 2 (literacy and essential skill development), and English as a Subsequent Language (ESL).

ABE CREDIT

As a result of additional dollars received from the Ministry for on-reserve programming in the 2011/12 academic year, the college saw a 10% increase in student enrolments which corresponded to a 1.6% increase in FLE's.

4 Year Comparison of Enrolment Numbers



HIGHLIGHTS

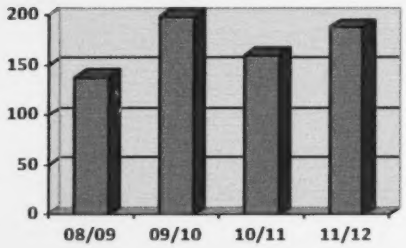
- The College continued to provide ABE Level 3 and 4 programming in Punnichy and Wakaw, and Level 4 programming in Humboldt.
- A new Level 3 program began on-reserve at Muskowekwan First Nation. This was part of a multi-year plan starting in 2010/11, which will see students laddering from Level 2 to Level 4.
- Level 4 programming was offered in Wadena. Yellow Quill First Nation provided transportation for learners.
- Academic GED took place in Humboldt.
- Kawacatoose First Nations, in partnership with the College, funded a Level 3 program in Punnichy. The program started in late May and ran over the summer.

Graduate from ABE Level 4 in Punnichy

ABE NON-CREDIT

As a result of the receipt of the on-reserve dollars noted above, and the awarding of *Adult Basic Education – Essential Skills for the Workplace* (ABE-ESWP) proposal dollars, the College saw a 17.5% increase in student enrolments, which equates to a 38.5% increase in FLEs.

4 Year Comparison of Enrolment Numbers



HIGHLIGHTS

- The College received ABE-ESWP proposal based funding for projects at Kinistin Salteaux Nation and Yellow Quill First Nation through the Ministry of Advanced Education. This funding provides learners the opportunity to acquire the essential skills required to participate in the workforce.
- CTRC partnered with One Arrow First Nation to provide Level 1 and 2 programming on reserve. The goal was to provide learners with the skills necessary to participate in the workforce, or to ladder into the Level 3 program in Wakaw. In addition, this program utilized an Equine Assisted Learning program that facilitates lifeskills, and personal and leadership development.

- The College continued partnering with Carleton University to offer the *Canadian Academic English Language Test (CAEL)*. Currently the College is the only post-secondary institution in Saskatchewan to offer CAEL. A total of 4 sittings were offered, resulting in 40 individuals taking the test.

- Stage 1 English and LINC (Language Instruction for Newcomers to Canada) were offered in Wynyard, Lanigan, Watrous, Englefeld, and Humboldt. For these classes there was a 68% increase of learners' enroled over the previous year.
- In addition to offering face-to-face and distance learning opportunities the College provided volunteer tutoring to 20 students who could not access other study options.

STUDENT SERVICES

The goal of Student Services is to holistically address students' needs in order to create personal and academic growth, reduce personal and systemic barriers, and increase student retention and overall success. Students with learning or personal difficulties are supported by a variety of resources designed to help the student succeed. In 2011/12, the student services team conducted over 300 assessments and career counseling sessions.

Depending on the needs of the clientele, counseling services are provided on a confidential one-on-one or group basis. Counselors provide support to students through offering skill development sessions or workshops around educational and career counseling, time management, exam writing and exam anxiety, note-taking, résumé development, job search, and interview skills.

Financial aid information pertaining to sponsored programs, student loans, awards and bursaries is available at all College offices, as are invigilation services for distance education and correspondence exams.

Provincial Training Allowance (PTA), which provides income support to low-income adults involved in training programs including Adult Basic Education, Skills Training and Bridging Programs, was administered within the region by College personnel on behalf of the Ministry of Advanced Education. At Carlton Trail Regional College, PTA is primarily committed to credit and non-credit ABE students in programs that are a minimum four weeks in length.

	Students	Allowances Distributed
2008 / 2009	108	$547,322
2009 / 2010	79	$454,328
2010 / 2011	101	$580,573
2011 / 2012	**105**	**$539,394**

INTERNATIONAL INVOLVEMENT

The College's involvement in the *Education for Employment* project in Tanzania was completed in June of 2012. The College, in partnership with the University of Guelph-Kemptville campus and Lakeland College, worked to advance skill development with teachers and trainers at the Kihonda Regional Vocational Training Centre in designing and delivering competency based training (CBET) curriculum in the context of agriculture production and entrepreneurship.

UNIVERSITY PROGRAMS

Currently the College does not offer any face-to-face university programs. However, students do have the option to enroll in both University of Regina and Saskatchewan classes offered over the eCast system (formally SCN).

COMMUNITY ACCESS PROGRAM YOUTH INITIATIVE

Industry Canada Industrie Canada

Saskatchewan's Community Access Program Youth Initiative (CAP YI) is a youth employment project to provide opportunities for youth to gain an opportunity for skill development funded through Industry Canada in association with the *Community Access Program*. The goal of the initiative is to employ youth interns across Saskatchewan, at Community Access Program (CAP) public internet access sites in order to help individuals, community organizations and small businesses improve their knowledge and effective use of the Internet and related information technologies.

Carlton Trail Regional College has been headquarters to the Provincial Office of CAP YI since its inception in 1994. Both the Provincial Program and Technical Coordinators, based out of Humboldt, play a significant role in providing training and support for provincial interns.

The 2011/12 CAP YI year was a great success with the hiring of three regional coordinators and 71 interns placed at host organizations across the province. Many of the CAP sites open their technology centre and computer labs to the community, often offering courses in computer and other technology skills that are increasingly needed by all members of the community. Activities undertaken by CAP youth involved delivering internet training sessions, researching and developing websites, drafting publicity materials, organizing information fairs and special events, and providing technical support to the CAP sites.

CAP YI training in Bruno

CARLTON TRAIL REGIONAL COLLEGE

DEFINITIONS

DEFINITIONS

Program/Service

Program: A course(s) of study based on a curriculum, plan, or system of academic and related activities that have a definite duration.

Service: The formal act of helping, providing assistance and/or advice.

Certification

Credit: Learning which is certified by a recognized body.

Non-Credit: Learning which is not certified by a recognized body.

Program Completion Status

Completer (C): A student who has completed the time requirement of a course or all courses within a program session.

Completed Successfully: A student who has successfully completed all requirements of a non-credit program.

Graduate (G): A student who has successfully completed all program requirements and attained a level of standing resulting in credit recognition from an accrediting institution/ industry and/or regulatory body.

Program Type

Apprenticeship & Trade: Education and training certified through Apprenticeship and Trade Commission.

Basic Education Credit (BE Credit): Learning that is certified by the Saskatchewan Ministry of Education

Basic Education Non-Credit (BE Non-Credit): Learning which may include some form of evaluation; however, does not result in certification by a recognized body.

Community/Individual Non-Credit: Education and training that leads to or enhances a person(s) employability or enhances community and/or social development, but does not result in credentials or certification recognized by an industry, association or sector, regulatory body or licensing agency.

Industry Credit: Education and training that leads to a credential that is recognized by an industry association or sector, regulatory body or licensing agency.

Industry Non-Credit: Education and training that meets the specific needs identified for an industry, group, firm or sector that does not result in credentials or certification recognized by an industry, association or sector, regulatory body or licensing agency.

DEFINITIONS cont'd

Institute Credit: Education and training which leads to a credential (certificate, diploma, degree) from a recognized credit-granting agency.

University: University credit training.

Personal Interest Non-Credit: Education and training that meets the needs of individual(s) or group(s) for the purpose of enhancing their hobby, leisure and recreation skills.

Students

Distinct Student: An individual participating, over an identified period of time, in one or more program groups offered by the College.

Full-Time Student: is defined as one who is taking courses that collectively require a minimum of 18 hours of scheduled class time per week for a minimum period of 12 weeks. There are two exceptions to this definition:

- for Apprenticeship and Trade: a complete level (the length depends on the trade) is required; and
- for university courses: a minimum of 216 hours of scheduled class time for the academic year.

Part-Time Student: is defined as: (a) one who is taking courses of less than 12 weeks duration, even when more than 18 hours of scheduled class time per week is required or (b) one who is taking courses that are at least 12 weeks in duration but collectively require less than 18 hour of scheduled class time per week.

Casual Student: is defined as one who is taking courses within a program group that collectively total less than 30 hours of scheduled class time.

Registration

Course Registrations: The number of students enroled in courses taken within a program area or program type.

Program Registrations: The number of students enroled in a program area or program type.

Student Enrolment: Student(s) enroled in program(s) or course(s) that are part of a specific Program Group.

Count

Full-Load Equivalent (FLE): Total participant hours divided by the generally accepted full-load equivalent factor for a program group.

Participant Hours: The total time that a student is actively involved in a program (course) session.

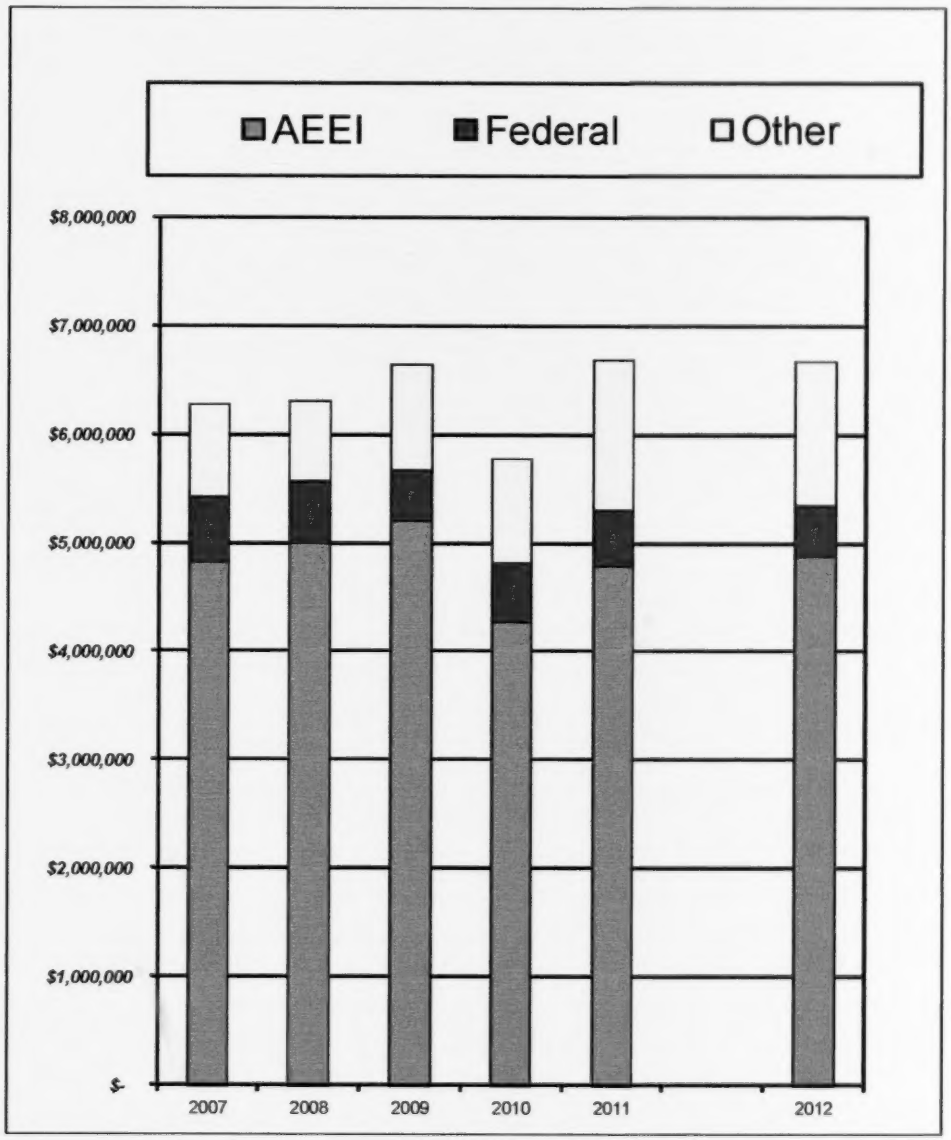
CARLTON TRAIL REGIONAL COLLEGE

FINANCIAL STATEMENTS

JUNE 30, 2012

CARLTON TRAIL REGIONAL COLLEGE
REVENUE ANALYSIS
2007 - 2012

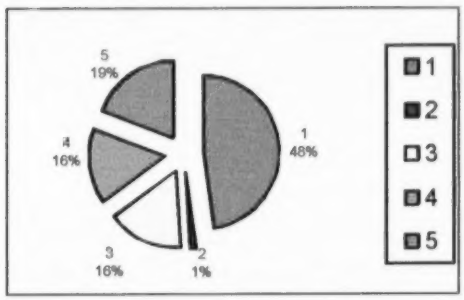
	2007	2008	2009	2010	2011	2012
AEEI	$ 4,809,709	$ 4,989,194	$ 5,190,499	$ 4,264,642	$ 4,783,774	$ 4,865,466
Federal	604,016	575,679	478,799	544,127	519,412	482,979
Other	848,551	733,692	964,535	967,157	1,372,255	1,313,733
Total	$ 6,262,276	$ 6,298,565	$ 6,633,833	$ 5,775,926	$ 6,675,441	$ 6,662,178



CARLTON TRAIL REGIONAL COLLEGE
Comparison of Expenditures 2007 - 2012

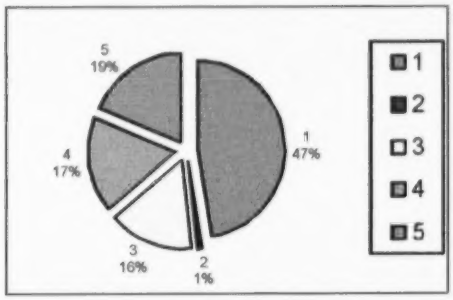
2007

(1)	Programming	2,739,012
(2)	Board	74,825
(3)	Admin	919,746
(4)	Organization	906,259
(5)	Career Support	1,104,406
Total		$ 5,744,248



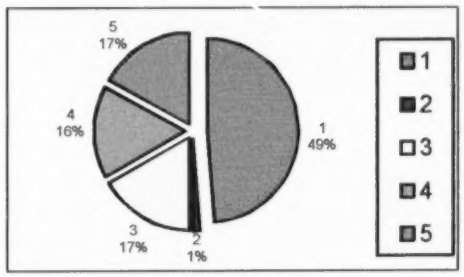
2008

(1)	Programming	2,858,452
(2)	Board	60,641
(3)	Admin	944,034
(4)	Organization	1,052,875
(5)	Career Support	1,137,656
Total		$ 6,053,658



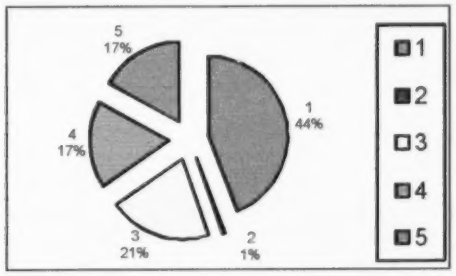
2009

(1)	Programming	3,229,770
(2)	Board	78,376
(3)	Admin	1,128,103
(4)	Organization	1,068,072
(5)	Career Support	1,125,666
Total		$ 6,629,987



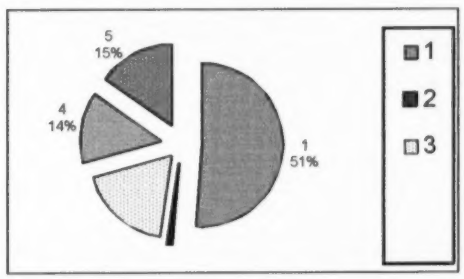
2010

(1)	Programming	2,513,781
(2)	Board	35,767
(3)	Admin	1,193,448
(4)	Organization	998,699
(5)	Career Support	970,403
Total		$ 5,712,098



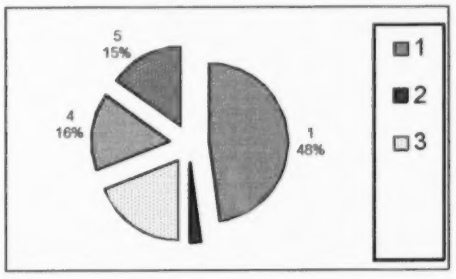
2011

(1)	Programming	3,347,349
(2)	Board	63,019
(3)	Admin	1,207,309
(4)	Organization	919,079
(5)	Career Support	996,034
Total		$ 6,532,790



2012

(1)	Programming	3,135,970
(2)	Board	131,811
(3)	Admin	1,254,656
(4)	Organization	1,033,243
(5)	Career Support	988,117
Total		$ 6,543,798



CARLTON TRAIL REGIONAL COLLEGE
Statement of Management Responsibility

The College is responsible for the preparation of the financial statements and has prepared them in accordance with Canadian generally accepted accounting principles and in accordance with the guidelines developed by Saskatchewan Advanced Education. The College believes the financial statements present fairly the College's financial position as at June 30, 2012 and the results of its operations for the year then ended.

In fulfilling its responsibilities and recognizing the limits inherent in all systems, the College has developed and maintains a system of internal control designed to provide reasonable assurance that College assets are safeguarded from loss and that the accounting records are a reliable basis for the preparation of financial statements.

The Board of Directors is responsible for the review of the financial statements. The Board meets with management and, as required, with the external auditors to discuss the results of audit examinations and financial reporting matters. The external auditors have full access to the Board with and without the presence of management.

The financial statements for the year ended June 30, 2012 have been reported on by E. J. C. Dudley & Co. The Auditor's Report outlines the scope of his examination and provides his opinion on the fairness of presentation of the information in the financial statements.

original signed
CEO

original signed
Director of Finance

INDEPENDENT AUDITOR'S REPORT

To the Board
Carlton Trail Regional College

We have audited the accompanying financial statements of Carlton Trail Regional College, which comprise the statement of financial position as at June 30, 2012, and the statements of operations, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements
Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian generally accepted accounting principles, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility
Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion
In our opinion, the financial statements present fairly, in all material respects, the financial position of Carlton Trail Regional College as at June 30, 2012, and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

original signed by Auditor

Wynyard, Saskatchewan
September 18, 2012

EJC DUDLEY & CO.
Chartered Accountants

Statement 1

Carlton Trail Regional College
Statement of Financial Position
as at June 30, 2012

	2012			2011
	Operating Fund	Capital Fund	Total	Total
Assets				
Current Assets				
Cash	$ 1,566,702	$ 84,102	**$ 1,650,804**	$ 1,762,570
Accounts receivable (Note 3)	306,964	-	**306,964**	444,898
Inventories	21,130	-	**21,130**	17,120
Prepaid expenses	83,005	-	**83,005**	33,041
	1,977,801	84,102	**2,061,903**	2,257,629
Non-current Assets				
Capital assets (Note 4)	-	5,039,833	**5,039,833**	5,034,890
	$ 1,977,801	$ 5,123,935	**$ 7,101,736**	$ 7,292,519
Liabilities				
Current Liabilities				
Accrued salaries and benefits	$ 227,610	$ -	**$ 227,610**	$ 183,419
Accounts payable and accrued liabilities (Note 6)	443,146	-	**443,146**	315,135
Unearned revenue (Note 7)	660,770	-	**660,770**	592,677
	1,331,526	-	**1,331,526**	1,091,231
Net Assets				
Invested in capital assets	-	5,039,833	**5,039,833**	5,034,890
Restricted (Statement 3)	68,180	84,102	**152,282**	481,695
Unrestricted	578,095	-	**578,095**	684,703
	646,275	5,123,935	**5,770,210**	6,201,288
	$ 1,977,801	$ 5,123,935	**$ 7,101,736**	$ 7,292,519

The accompanying notes form an integral part of these financial statements.

APPROVED BY THE BOARD

original signed

original signed

Statement 2

Carlton Trail Regional College
Statement of Operations
for the year ended June 30, 2012

	Operating Fund			Capital Fund		Totals	Totals
	Budget (Note 9)	2012	2011	2012	2011	**2012**	2011
Revenues (Schedule 1)							
Provincial Government	$4,653,500	$4,865,466	$4,783,774	$ 16,000	$ 122,829	**$ 4,881,466**	$4,906,603
Federal Government	503,500	482,979	519,412	-	-	**482,979**	519,412
Other revenue	953,500	1,313,733	1,372,255	-	-	**1,313,733**	1,372,255
	6,110,500	6,662,178	6,675,441	16,000	122,829	**6,678,178**	6,798,270
Expenses (Schedule 2)							
Agency contracts	488,500	582,902	828,189	-	-	**582,902**	828,189
Amortization	-	-	-	240,923	152,559	**240,923**	152,559
Equipment	167,000	179,747	162,102	-	-	**179,747**	162,102
Facilities	410,000	423,369	372,196	-	-	**423,369**	372,196
Information technology	61,000	44,821	53,967	-	-	**44,821**	53,967
Operating (Schedule 3)	858,000	950,982	999,599	-	-	**950,982**	999,599
Personal services	4,126,000	4,361,977	4,116,737	-	-	**4,361,977**	4,116,737
Loss on disposal of capital asset (Note 4)	-	-	-	324,535	-	**324,535**	-
	6,110,500	6,543,798	6,532,790	565,458	152,559	**7,109,256**	6,685,349
(Deficiency) excess of revenues over expenses	$ -	$ 118,380	$ 142,651	$ (549,458)	$ (29,730)	**$ (431,078)**	$ 112,921

The accompanying notes form an integral part of these financial statements.

Statement 3

Carlton Trail Regional College
Statement of Changes in Net Assets
for the year ended June 30, 2012

	2012				**2012**	2011
	Capital Fund	Operating Fund				
	Invested in capital assets	Restricted Externally	Restricted Internally	Unrestricted	**Total**	Total
Net assets, beginning of year	$ 5,034,890	$ 171,801	$ 309,894	$ 684,703	**$ 6,201,288**	$ 6,088,367
(Deficiency) excess of revenues over expenses	(549,458)	-	-	118,380	**(431,078)**	112,921
Interfund transfers						
Invested in capital assets	570,401	(171,801)	(226,792)	(171,808)	-	-
Internally and externally restricted	(16,000)	16,000	53,180	(53,180)	-	-
Net assets, end of year	$ 5,039,833	$ 16,000	$ 136,282	$ 578,095	**$ 5,770,210**	$ 6,201,288

Restricted details: (Note 8)

	Beginning Balance	to Net Assets	from Net Assets	Ending Balance
Internally Restricted				
Information technology	$ 21,894	$ -	$ 21,894	$ -
Professional development	-	38,180	-	38,180
Facilities	273,000	-	204,898	68,102
Vehicles	15,000	15,000	-	30,000
	309,894	53,180	226,792	136,282
Externally Restricted				
Humboldt Administration/Training Facility	87,372	16,000	87,372	16,000
Sustaining Capital Funding	84,429	-	84,429	-
	$ 481,695	$ 69,180	$ 398,593	$ 152,282

The accompanying notes form an integral part of these financial statements.

Statement 4

Carlton Trail Regional College
Statement of Cash Flows
for the year ended June 30, 2012

	2012	2011
Cash flows from (used in) operating activities		
(Deficiency) excess of revenues over expenses	**$ (431,078)**	$ 112,921
Amortization of capital assets	**240,923**	152,559
Loss on disposal of capital assets	**324,535**	-
	134,380	265,480
Decrease (Increase) in accounts receivable	**137,934**	(57,793)
(Increase) decrease in inventories	**(4,010)**	2,895
Increase in prepaid expenses	**(49,964)**	(12,374)
Increase (decrease) in accrued salaries and benefits	**44,191**	(20,807)
Increase in accounts payable and accrued liabilities	**128,011**	94,317
Increase (decrease) in unearned revenue	**68,093**	(126,066)
Cash provided by operating activities	**458,635**	145,652
Cash flows used in investing activities		
Purchase of capital assets	**(570,401)**	(249,815)
Cash used in investing activities	**(570,401)**	(249,815)
Net decrease in cash	**(111,766)**	(104,163)
Cash, beginning of year	**1,762,570**	1,866,733
Cash, end of year	**$ 1,650,804**	$ 1,762,570

The accompanying notes form an integral part of these financial statements.

CARLTON TRAIL REGIONAL COLLEGE
Notes to the Financial Statements
for the year ended June 30, 2012

1. PURPOSE AND AUTHORITY

The Carlton Trail Regional College (College) offers educational services and programs under the authority of Section 14 of *The Regional Colleges Act*.

The Board of the Carlton Trail Regional College is responsible for administering and managing the educational affairs of the College in accordance with the intent of *The Regional Colleges Act* and its regulations.

2. SIGNIFICANT ACCOUNTING POLICIES

Pursuant to standards established by the Public Sector Accounting Board, the College is classified as a government not-for-profit organization. These financial statements have been prepared in accordance with Canadian generally accepted accounting principles applicable to not-for-profit entities and include the following significant policies:

(a) Fund Accounting

The accounts of the College are maintained in accordance with the principles of fund accounting. For financial reporting purposes, accounts with similar characteristics have been combined into the following major funds:

(i) Operating Fund

The operating fund consists of those revenues and expenses relating to the general operations of the College.

(ii) Capital Fund

The capital fund reflects the unamortized capital assets of the College and the equity of the College in capital assets, after taking into consideration any associated long term debt. The capital fund consists of transfers and donations designated for capital purposes by the contributor, net of the annual amortization expense. Also included in the capital fund are the appropriations for future capital expenditures.

(b) Revenue Recognition

The College follows the restricted fund method of accounting for grants. Restricted transfers related to general operations are recognized as revenue of the operating fund in the year in which the related expenses are incurred. Transfers restricted for capital assets are recognized as revenue of the capital fund when received or receivable.

Unrestricted operating transfers are recognized as revenue of the operating fund when received or receivable. Tuition and fee revenue is recognized as the course instruction is delivered. Revenue from contractual services is recognized as the service is delivered.

(c) **Capital Assets**

Purchased capital assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution. Amortization is charged on a straight-line basis over the estimated useful lives of the assets for the following terms, and is reported as an expense in the capital fund:

Buildings	20 years
Furniture and Equipment	3 to 5 years
Leasehold Improvements	Term of Lease or estimated useful life

(d) **Inventories**

Inventories are recorded at the lower of cost and net realizable value.

(e) **Use of Estimates**

These statements are prepared in accordance with Canadian generally accepted accounting principles. These principles require management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the period. Actual results could differ from those estimates. Differences are reflected in current operations when identified.

(f) **Financial Instruments**

The College's financial instruments and their classification are as follows:

Financial Instrument	Classification
Cash and temporary investments	Held for trading
Accounts receivable	Loans and receivables
Accrued salaries and benefits	Other liabilities
Accounts payable and accrued liabilities	Other liabilities

Held for trading financial assets and liabilities are measured at fair value. Changes in the fair value are recognized in the Statement of Operations and Changes in Net Assets. Loans and receivables and other financial liabilities are measured at amortized cost. Due to their short term nature, the amortized cost of these instruments approximates their fair value.

(g) **Accounting Policy Developments**

In September 2010, the Public Sector Accounting Board approved an amendment to the introduction to the Public Sector Accounting Handbook. Effective for fiscal years beginning on or after January 1, 2012, government not-for-profit organizations are directed to use either the public sector accounting standards or public sector accounting standards for government not-for-profit organizations. The College is currently assessing the appropriateness and potential impact of the change in accounting standards on its financial statements.

3. ACCOUNTS RECEIVABLE

Accounts receivable are composed of the following:

	2012	2011
Federal Government	$ 30,042	$ 19,183
Saskatchewan Advanced Education	8,164	241,712
Provincial Government – other	25,949	65,993
Other	292,809	138,010
Allowance for doubtful accounts	(50,000)	(20,000)
	$306,964	$444,898

The College is exposed to credit risk from the potential non-payment of accounts receivable. The majority of the College's receivables are from the Provincial and Federal governments or have subsequently been collected therefore credit risk is minimal.

4. CAPITAL ASSETS

	Cost	Accumulated Amortization	2012 Net Book Value	2011 Net Book Value
Land	$ 600	$ 0	$ 600	$ 600
Buildings	924,184	391,114	533,070	574,682
Construction in Progress	0	0	0	3,962,627
Furnishings and Equipment	1,691,209	1,370,778	320,431	142,942
Leasehold Improvements	4,621,292	435,560	4,185,732	354,039
	$7,237,285	$2,197,452	$5,039,833	$5,034,890

Construction of a new facility in Humboldt was substantially completed January 2012. The college took occupancy in February 2012. Final construction costs are projected at $4,275,000.

Carlton Trail Regional College's interest in the former high school in Humboldt was turned over to the Horizon School Division #205 as of February 29, 2012. This asset is showing a loss on disposal of $324,535 in this fiscal year.

5. CONTRACTUAL OBLIGATIONS

The College is obligated under the following lease agreements:

(a) Humboldt Facility: An open-ended lease (50 Years) with an accompanying "Destination Centre Operating Agreement" specifying payment of operating costs only.

(b) Punnichy Facility: A one-year lease extension expired December 31, 2011 specifying payment of operating costs only. Two-year extension in progress to December 31, 2013.

(c) Watrous Facility: An open-ended lease (99 years) with a one-year operating agreement expired December 31, 2011 specifying payment of operating costs only. Two-year extension in progress to December 31, 2013.

(d) Wynyard Facility: A one-year lease extension expired December 31, 2011 specifying payment of operating costs only. Two-year extension in progress to December 31, 2013.

(e) Equipment: The College is committed to an annual lease payment of $14,364 plus sales taxes in respect of photocopier equipment. The lease expires January 31, 2014.

6. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

Accounts payable and accrued liabilities are composed of the following:

	2012	2011
Scholarship Trust	$ 53,135	$ 6,344
Fireman Training Trust	3,130	1,726
Trade Payables	386,881	307,065
	$443,146	$315,135

7. UNEARNED REVENUE

Unearned revenue consists of transfers received to carry out specific activities in excess of the expenses incurred on those activities at the end of the fiscal year as follows:

	2012	2011
Saskatchewan Advanced Education	$347,847	$535,027
Other	312,923	57,650
	$660,770	$592,677

8. RESTRICTIONS ON NET ASSETS

The Board of Directors of Carlton Trail Regional College have placed internal restrictions on $136,282 (2011 - $309,894) of unrestricted net assets to be used for future expenditures. These internally restricted amounts are not available for other purposes without approval of the Board of Directors.

$171,808 (2011 - $82,650) was transferred from unrestricted operating funds to capital assets for the purchase of information technology equipment, vehicles, renovations and office equipment.

External restrictions consists of $16,000 (2011 - $171,801) for Humboldt Education Centre and sustaining capital funding.

9. BUDGET AMOUNTS

The budget submitted with the Business Plan was prepared by Regional College management with Board approval given on June 20, 2011. Ministerial approval was received July 21, 2011.

10. RELATED PARTY TRANSACTIONS

These financial statements include transactions with related parties. The College is related to all Saskatchewan Crown Agencies such as ministries, corporations, boards and commissions under the common control of the Government of Saskatchewan. Also, the College is related to non-Crown enterprises that the Government jointly controls or significantly influences.

Routine operating transactions with related parties are recorded at the rates charged by those organizations and are settled on normal trade terms.

	2012	2011
University of Saskatchewan	$ 2,413	$ 4,208
SaskTel and SaskTel Mobility	56,286	52,649
SaskPower	22,828	28,367
SaskEnergy	16,646	20,721
Saskatchewan Institute of Applied Science and Technology	508,122	682,190
Ministry of Central Services	35,245	40,091
St. Peter's College	220	190,988
Saskatchewan Workers' Compensation Board	26,571	6,318
Horizon School Division #205	53,881	59,800
Ministry of Finance	6,165	4,421
Saskatchewan Government Insurance	3,327	3,327
Saskatchewan Tourism Education Council	3,500	0

Other transactions with related parties and amounts due to/from them are described separately in the financial statements and the notes thereto.

11. EMPLOYEE FUTURE BENEFITS

Employees of the College participate in one of four pension plans. Teachers and other employees holding a teaching certificate participate in the Teacher's Superannuation Plan (TSP) or the Saskatchewan Teacher's Retirement Plan (STRP) which are administered by the Teacher's Superannuation Commission and the Saskatchewan Teachers' Federation respectively. The Board has no financial obligation to TSP or STRP. Eligible employees contribute to TSP and STRP for their current service. No matching contribution is made by the College. The General Revenue Fund is responsible for the required employer contributions of STRP and for the financial obligations of the TSP. Board approved employees contribute to a self-directed College matched RRSP. All other employees participate through Municipal Employee's Pension Plan (MEPP) which is a multi-employer defined benefit plan.

The College's financial obligation to the MEPP is limited to making required payments to match amounts contributed by employees for current services. Pension expense for the year amounted to $187,986 (2011-$174,226).

12. CONTINGENT LIABILITIES

In the normal course of operations, the College becomes involved in various claims and litigation. While the final outcome with respect to claims and litigation pending cannot be predicted with certainty, it is the opinion of management that their resolution will not have a material adverse effect on the College's financial position or results of operations.

13. COMPARITIVE FIGURES

Certain prior year's comparative figures have been reclassified or adjusted to conform to the current year's basis of presentation.

Schedule 1

Carlton Trail Regional College
Schedule of Operating Fund Revenues by Function
for the year ended June 30, 2012

	2012										
	General	Skills Training		Basic Education		University	Services		2012	Budget	2011
		Credit	Non-credit	Credit	Non-credit	Credit	Learner Support	Counsel	Total	(Note 9)	Total
Provincial Government											
Advanced Education											
Operating grant	$ 2,128,500	$ -	$ -	$ -	$ -	$ -	$ 50,500	$ 173,000	$ 2,352,000	$ 2,340,500	$ 2,248,091
Program payments	-	909,960	-	542,791	95,560	-	-	-	1,548,311	1,723,500	1,393,532
Contracts	-	73,394	-	-	-	-	-	-	73,394	-	-
Other	-	-	-	-	325,807	-	111,709	65,300	502,816	193,000	796,245
	2,128,500	983,354	-	542,791	421,367	-	162,209	238,300	4,476,521	4,257,000	4,437,868
Other Provincial	14,203	104,770	8,600	166,540	51,415	-	9,618	33,799	388,945	396,500	345,906
	2,142,703	1,088,124	8,600	709,331	472,782	-	171,827	272,099	4,865,466	4,653,500	4,783,774
Federal Government											
Interest	26	-	-	-	-	-	-	-	26	-	-
Rents	6,600	-	-	-	-	-	-	-	6,600	8,500	8,375
Projects	-	-	-	-	-	-	476,353	-	476,353	495,000	511,037
	6,626	-	-	-	-	-	476,353	-	482,979	503,500	519,412
Other Revenue											
Admin recovery	4,879	3,653	-	-	-	-	-	-	8,532	9,000	5,933
Contracts	-	125,006	82,510	48,566	95,625	-	-	-	351,707	25,000	387,767
Interest	23,378	-	-	-	-	-	-	-	23,378	25,000	21,653
Rents	3,715	2,201	-	1,080	-	-	133	-	7,129	15,000	13,158
Resale items	247	100,918	7,638	-	975	-	-	-	109,778	145,000	128,486
Tuitions	-	731,833	62,292	-	485	-	8,642	-	803,252	729,000	805,714
Other	7,668	2,175	-	114	-	-	-	-	9,957	5,500	9,544
	39,887	965,786	152,440	49,760	97,085	-	8,775	-	1,313,733	953,500	1,372,255
Total revenues	2,189,216	2,053,910	161,040	759,091	569,867	-	656,955	272,099	6,662,178	6,110,500	6,675,441
Total expenses (Schedule 2)	2,419,711	1,837,509	104,812	724,565	469,084	-	738,555	249,562	6,543,798	6,110,500	6,532,790
(Deficiency) excess of revenues over expenses	$ (230,495)	$ 216,401	$ 56,228	$ 34,526	$ 100,783	$ -	$ (81,600)	$ 22,537	$ 118,380	$ -	$ 142,651

The accompanying notes form an integral part of these financial statements.

Schedule 2

Carlton Trail Regional College
Schedule of Operating Expenses by Function
for the year ended June 30, 2012

	2012								2012	Budget (Note 9)	2011
	General	Skills Training		Basic Education		University	Services				
		Credit	Non-credit	Credit	Non-credit	Credit	Learner Support	Counsel	**Total**	Total	Total
Agency contracts	$ 240	$ 488,159	$ 45,686	$ -	$ 30,297	$ -	$ 18,520	$ -	**$ 582,902**	$ 488,500	$ 828,189
Equipment	80,017	77,691	1,185	8,565	5,993		2,658	3,638	**179,747**	167,000	162,102
Facilities	165,295	170,452	930	77,944	7,098		1,650		**423,369**	410,000	372,196
Information technology	10,145	3,287		9,141	8,796		13,452	-	**44,821**	61,000	53,967
Operating (Schedule 3)	491,193	260,820	11,218	76,416	91,711		9,913	9,711	**950,982**	858,000	999,599
Personal services	1,672,821	837,100	45,793	552,499	325,189		692,362	236,213	**4,361,977**	4,126,000	4,116,737
	$2,419,711	$1,837,509	$ 104,812	$ 724,565	$ 469,084	$ -	$ 738,555	$ 249,562	**$6,543,798**	$6,110,500	$6,532,790
			$1,942,321		$1,193,649			$ 988,117			

The accompanying notes form an integral part of these financial statements.

Schedule 3

Carlton Trail Regional College
Schedule of Operating Expenses
for the period ended June 30, 2012

	2012 Total	Budget (Note 9) Total	2011 Total
Advertising	**$ 83,472**	$ 62,000	$ 55,465
Association fees and dues	**37,703**	37,000	35,526
Bad debts	**33,757**	1,000	22,779
Financial services	**8,775**	1,000	8,202
In-service	**23,883**	37,500	(7,809)
Insurance	**31,938**	29,000	28,040
Materials and supplies	**227,596**	177,000	151,899
Postage freight and courier	**19,223**	34,500	19,925
Printing and copying	**33,653**	3,000	31,570
Professional services	**104,454**	119,000	252,327
Resale items	**129,736**	113,500	168,923
Subscriptions	**4,553**	5,000	2,737
Telephone and fax	**59,276**	61,500	54,227
Travel	**115,575**	155,000	136,925
Other	**37,388**	22,000	38,863
	$ 950,982	$ 858,000	$ 999,599

The accompanying notes form an integral part of these financial statements.